

## **VENICE BEACH BUSINESS IMPROVEMENT DISTRICT (VB BID) TIMELINE**

<b>VB BID approved by LA City Council: 77.08% YES</b> (due to a procedural error, an approx. 60-day process was repeated, culminating in a second approval on 11/9/17)	<b>WEDNESDAY, AUGUST 24, 2016</b>
<b>VB BID approved by LA City Council: 75.35% YES</b> (ordinance of establishment not effective until 30 days after publication)	<b>WEDNESDAY, NOVEMBER 9, 2016</b>
<b>Ordinance of Establishment published</b>	<b>TUESDAY, NOVEMBER 15, 2016</b>
<b>Ordinance of Establishment effective</b>	<b>FRIDAY, DECEMBER 16, 2016</b>
<b>Manual billing by LA City Clerk</b> (2017 assessments levied)	<b>FEBRUARY 2017</b>
<b>VB BID receives final contract from City</b>	<b>FRIDAY, APRIL 28, 2017</b>
<b>VBPOA returns executed contract and forms to City</b>	<b>THURSDAY, MAY 18, 2017</b>
<b>VB BID mailing list established (MailChimp)</b> <b>VB BID update letter to all BID property owners</b>	<b>MONDAY, JULY 31, 2017</b>
<b>VB BID receives first assessment revenue from City</b>	<b>MONDAY, AUGUST 7, 2017</b>
<b>RFPs: Advertisement / circulation</b>	<b>MONDAY, SEPTEMBER 25, 2017</b>
<b>RFPs: Q&amp;A session</b>	<b>THURSDAY, OCTOBER 5, 2017</b>
<b>VB BID update postcard to all BID property owners</b>	<b>TUESDAY, OCTOBER 10, 2017</b>
<b>Standard billing by LA County Assessor</b> (first installment of 2018 assessments levied)	<b>OCTOBER 2017</b>
<b>RFPs: Proposals due</b>	<b>THURSDAY, OCTOBER 19, 2017</b>
<b>RFPs: Review submissions</b>	<b>OCTOBER 20 – NOVEMBER 1, 2017</b>
<b>RFPs: First-round interviews</b>	<b>THURSDAY, NOVEMBER 9, 2017</b>
<b>RFPs: Tours of existing BID clean &amp; safe programs</b>	<b>THURSDAY, NOVEMBER 16, 2017</b>
<b>RFPs: Second-round interviews</b>	<b>MONDAY, NOVEMBER 20, 2017</b>
<b>RFPs: Reference checks</b>	<b>NOVEMBER – DECEMBER 2017</b>
<b>RFPs: Follow-up questions and requests</b>	<b>DECEMBER 2017</b>
<b>6<sup>th</sup> Annual Venice Holiday Lighting</b> (community engagement)	<b>SATURDAY, DECEMBER 2, 2017</b>
<b>VB BID update letter to all BID property owners</b>	<b>FRIDAY, DECEMBER 22, 2017</b>
<b>Board Meeting agenda(s) distributed to MailChimp list</b>	<b>TUESDAY, JANUARY 2, 2018</b>
<b>Board Meeting</b>	<b>FRIDAY, JANUARY 5, 2018</b>
<b>Clean &amp; Safe Program vendor negotiations/agreements</b>	<b>JANUARY-FEBRUARY 2018</b>

<b>LOI &amp; Lease negotiation/agreement</b>	<b>JANUARY-FEBRUARY 2018</b>
<b>VB BID update postcard to all BID property owners</b>	<b>TUESDAY, JANUARY 23, 2018</b>
<b>Marketing/Branding/Design firm interviews</b>	<b>TUESDAY, JANUARY 30, 2018</b>
<b>Board Meeting agenda(s) distributed to MailChimp list</b>	<b>TUESDAY, FEBRUARY 6, 2018</b>
<b>Board Meeting</b>	<b>FRIDAY, FEBRUARY 9, 2018</b>

In addition, the BID has undertaken a wide variety of setup activities over the past year, including but not limited to: procuring insurance, responding to inquiries from property owners, the general public, media and the City of Los Angeles, preparation of the 2018 levy, filing of all required federal, state and local forms, setting up various administrative systems, establishing protocols, searching for office space, researching best practices, ongoing board and staff education, and retaining/overseeing professional services (such as IT, banking, accounting, legal) required to facilitate the BID programs and services.